STATE OF MONTANA

DEPARTMENT OF ADMINISTRATION

ARCHITECTURE AND ENGINEERING DIVISION

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TO: **ALL ARCHITECTS/ENGINEERS OF RECORD**

FROM: Thomas B. O'Connell, Administrator
Architecture & Engineering Division
1520 East Sixth Avenue, Rm 33
P O Box 200103
Helena MT 59620-0103

DATE: February 1, 2013

RE: **REQUEST FOR QUALIFICATIONS**

Firms interested in being considered for an interview for the project on the attached page must follow these procedures:

- Submit two (2) copies of Form 115, which can be found at **http://architecture.mt.gov/default.mcpx.** Further instructions for filling out the form are on the 115. Information in addition to the 115 is acceptable.

- Form 115 submissions must be received at the A&E office no later than 5:00 p.m. on **Friday, February 15, 2012**.

- Please submit originals only; faxes or e-mails of qualifications will not be accepted, nor will submissions received after the deadline.

Firms selected for an interview on the project:

- Will be given the initial information document and interview questions.

- Will be asked to present their credentials before an interview committee. The committee will then submit the names of three (3) qualified firms to the Dept. of Administration Director, who will appoint one firm for the project in accordance with 18-2-112 MCA.

The state of Montana makes reasonable accommodations for any known disability that may interfere with an applicant's ability to compete in the application and selection process or that may interfere with an applicant's ability to perform the essential duties of the job. In order for the state to make such accommodations, applicants must make known any needed accommodation to the individual project managers or agency contacts listed. Persons using TDD may call the Montana Relay Service at 1-800-253-4091.

ARCHITECTURAL PROJECTS

REMODEL SUB BALLROOM, STRAND UNION BUILDING
MONTANA STATE UNIVERSITY
A/E #2013-02-04; MSU PPA #13-0006 (delegated)
PROJECT BUDGET: $150,000

Montana State University's Auxiliary Services looks to remodel the primary ballroom facilities in the Strand Union Building. The remodel project is expected to commence with design services in the spring of 2013 with an intended construction window occurring between December 2013 and March 2014. The total project budget is anticipated to be approximately $1.6 million dollars.

The project scope of work will include a remodel/renovation of the four primary ballrooms A, B, C, and D, improvements to ancillary areas, expansion of existing storage areas, elevator modifications and HVAC and electrical upgrades. It has not yet been determined if the project delivery will utilize the low-bid system or alternative (GC/CM) delivery system. However it is currently anticipated that the low bid system per MCA will be the likely preference.

Final program development will be part of the consultant's scope of work. However the general expectations regarding the project scope of work is anticipated to be as follows below. It is expected that the selected consultant will fully develop project scope with associated budgetary estimates with input from Auxiliaries staff, Facilities representatives and students.

- Remove existing flooring and replace with wood flooring or other agreed upon finish;
- Upgrade and modernize the moveable wall systems;
- Upgrade architectural finishes including walls and ceilings;
- Upgrade lighting systems and controls;
- Audio/Video updates;
- New furnishings to consist of but not limited to chairs, tables and other conference furnishings as deemed necessary and approved by Auxiliary Services representatives;
- HVAC upgrades including systems modifications, piping and ductwork, and digital controls to improvement heating and cooling capacity as well as temperature controls and room comfort;
- Provide additional storage for ballroom facilities;
- Modifications to service elevator and/or other existing circulation systems to facilitate access to storage areas; and,
- Associated signage updates.

For further information, contact: Dennis Raffensperger, University Architect, Montana State University; (406) 994-5040; dennis.raffensperger@montana.edu

ENGINEERING PROJECTS

HAYNES HALL ART LAB VENTILATION IMPROVEMENTS
MONTANA STATE UNIVERSITY
A/E #2013-02-03; MSU PPA #12-0207
PROJECT BUDGET: $50,000

Haynes Hall is the home of the School of Art and houses several laboratory, studio, and shop spaces specifically equipped for different art form activities. Since its original construction, the intensity and type of demands on the building's ventilation/exhaust systems have increased and changed, leaving the present system inadequate to maintain a satisfactory indoor air quality in several locations.

Montana State University desires to improve the ventilation system in the art laboratory portions of Haynes Hall through a multi-phase approach to analysis, design, and phased implementation. This improvement project must be closely coordinated with a seismic improvement project that is not included in this scope of work, but will substantially affect the design and implementation of ventilation improvements. The seismic improvement project will be in construction while the ventilation upgrades are being designed, requiring coordination of ventilation requirements for later ventilation installation.

Based on the investigation performed in the first phase of this work, design a ventilation solution to provide a satisfactory indoor air quality in art laboratory spaces including but not limited to the painting, print making, metals, welding, and ceramics laboratories/studio spaces.

The initial scope of work is to develop options to improve ventilation/exhaust systems and refine the selected option to a Schematic Design. A total project cost estimate will be developed from this schematic design. The Schematic Design deliverables will include:

- Schematic drawings and narratives of the engineered solution;
- Key equipment descriptions and representative technical information;
- View impact analysis of any large equipment to be installed exterior of the building(Sketch Up or equivalent mass model);
- A proposed phasing plan indicating project implementation phasing;
- A proposed implementation schedule including design, authority approval, bidding and construction in Gantt chart format; and,
- An estimate of total project cost with individual construction phases estimated as independent budgets (based on a common design).

For further information, contact: Dennis Raffensperger, University Architect, Montana State University; (406) 994-5040; dennis.raffensperger@montana.edu

[END OF SOLICITATION]